



**DOVER SCHOOL
DISTRICT**

JOINT BUILDING COMMITTEE DOVER HIGH SCHOOL AND REGIONAL CTC MINUTES

Meeting Type:	Regular Meeting
Meeting Location:	Superintendent's Conference Room, McConnell Ctr.
Meeting Date:	Tuesday, October 18, 2016
Meeting Time:	4:30 p.m.

- I. CALL TO ORDER AND ROLL CALL:** A meeting of the Dover High School and Regional Career Technical Center Joint Building Committee was called to order on Tuesday, October 18, 2016 at 4:30 p.m. in the Superintendent's Conference Room in the McConnell Center. Present were Bob Carrier, Jason Gagnon, Mark Geuther, Sarah Greenshields, Amanda Russell, and Matt Severson. Also present were Business Administrator Libby Simmons, Career Technical Center Director Louise Paradis, Facilities Director Jeffrey White, City Planner Christopher Parker, Clerk of the Works Michael Brooks, PC Construction Senior Project Manager Garret Bertolini, PC Construction Project Manager Scott Blair, and HMFH Project Director Laura Wernick, and HMFH Project Coordinator Bobby Williams.
- II. CITIZENS' FORUM:** No one addressed the committee.
- III. APPROVE MEETING MINUTES FROM OCTOBER 4, 2016:** Sarah Greenshields moved, Matt Severson seconded to approve the minutes listed. An oral **VOTE PASSED 6/0**.
- IV. FINANCIAL REPORT:** Ms. Simmons shared that there was no new report.
 - a. Approve Manifests:**

Amanda Russell moved, Matt Severson seconded to pay manifest CIPM#DHSCTC039 in the amount of \$6,724.25 to R.W. Gillespie & Assoc., Inc. for services rendered from 09/01/2016 through 09/30/2016. A roll call **VOTE PASSED 6/0**.

Amanda Russell moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC040 in the amount of \$828,877.00 to PC Construction Company for services rendered through 09/30/2016. A roll call **VOTE PASSED 6/0**.

Amanda Russell moved, Matt Severson seconded to pay manifest CIPM#DHSCTC041 in the amount of \$199,023.73 to HMFH Architects, Inc. for services rendered through 09/30/2016. A roll call **VOTE PASSED 6/0**.

Matt Severson moved, Sarah Greenshields seconded to pay manifest CIPM#DHSCTC042 in the amount of \$1,111.00 to Horizon Engineering Assoc., LLP for services rendered from 09/03/2016 through 09/30/2016. A roll call **VOTE PASSED 6/0**.

Sarah Greenshields moved, Jason Gagnon seconded to pay manifest CIPM#DHSCTC043 (Attachment A) in the amount of \$3,000.00 to Sebago Technics for services rendered through 09/02/2016. A roll call **VOTE PASSED 6/0**.

Amanda Russell moved, Jason Gagnon seconded to pay manifest CIPM#DHSCTC044 (Attachment B) in the amount of \$200.00 to the State of New Hampshire-DES-Wetland Bureau for the Wetlands Permit Application. A roll call **VOTE PASSED 6/0**.



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- V. CLERK OF THE WORKS REPORT:** Mr. Brooks reviewed his weekly site reports dated Oct. 7 and 14th, 2016 (Attachment C & D). Sarah Greenshields moved, Matt Severson seconded to approve the clerk of the works report. An oral **VOTE PASSED 6/0**.

VI. ARCHITECT REPORT

- a. Meeting with Eversource:** Mr. Williams shared that there had been a meeting with HMFH, PC Construction, GGD and Eversource and the Eversource representative mentioned that since there was planning for a solar array, there would need to be an interconnect study and other information provided prior to him completing his final design work. HMFH spoke with the city planner and scheduled another meeting to discuss whether this was the case. The finding of the meeting was that the high school can connect to the grid as is and that the city can pursue a separate interconnect study regarding the solar panels once they are ready, which will allow the project to stay on schedule. Mr. Parker stated that he would work with Ameresco and Eversource to figure out what the additional fees would be.
- b. Meeting with Building Inspector and Fire Inspector:** Mr. Williams shared that during the walk through of the drawings, it was determined that some further discussions were needed with the Building Inspector, Fire Inspector, HMFH, the engineers, the Superintendent and building administrators regarding Life Safety issues. A first meeting has been scheduled. Mr. Williams mentioned that new fire codes just came out (two weeks ago) and HMFH will be working with someone from the state to make sure the project is meeting appropriate code regulations, since the project specifications are based on the old regulations. Mr. Carrier suggested that any conversations regarding meeting the new regulations be documented. Mr. White commented that there also needed to be further discussion about back-up systems for emergencies

VII. CONSTRUCTION SCHEDULE UPDATE:

Mr. Bertolini asked if there was any further information that the committee would like to see on the monthly report. He continued that the report is meant to be a higher-level snap shot of the project. The committee asked if there could be more detail in regards to the safety record. Mr. Blair said they would add that detail. He also reported that the blasting had gone quite smoothly.

Sarah Greenshields left the meeting at 5:10 p.m.

- VIII. REVIEW GMP:** Mr. Bertolini shared that they have been working very hard on completing the GMP, but they are not quite where they want to be and therefore not ready to review. He indicated that in some cases they have not gotten the right bids or enough bids and so are pulling



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apart the packages to review the results more thoroughly. They are also researching to find out why some of the numbers are not where they thought they would be. He continued that they do need to get a plumber in place soon.

Mr. Williams mentioned that the roof was an area that they have determined that an alternate product can be used that will have a cost benefit and still meet and in some places, exceed the specifications. Matt Severson moved, Amanda Russel seconded to price 60 mil nominal white PVC roof as an alternate. A roll call **VOTE PASSED 4/1**. Mr. Gagnon opposed.

IX. DISCUSS FUNDRAISING:

Ms. Russell shared that the sub-committee is continuing to finesse the letters to possible donors and to make decisions on items to target. She continued that the group had met with Mike Gillis and had a very productive meeting.

X. REVIEW FUTURE MEETING SCHEDULE: Meetings are scheduled for 11/1 and 11/15.

Ms. Henerberry shared that the committee, due to policy, would not be able to tour the site as a group. The committee decided that since that was the case, the meeting should be moved back to the McConnell Center.

XI. MATTERS OF INTEREST:

Mr. Williams asked if HMFH should direct all requests to the JBC directly and the committee responded yes.

XII. BUILD NEXT AGENDA AND REVIEW ACTION ITEMS:

XIII. ADJOURNMENT: Amanda Russell moved / Matt Severson seconded to adjourn the JBC meeting at 6:17 p.m. An oral **VOTE PASSED 5/0**.

Respectfully submitted,

Melissa Henerberry

Melissa Henerberry, Recording Secretary